

APPROVED

SAGE OAK
CHARTER SCHOOLS



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday August 13, 2026 at 10:05 AM

Location**Sage Oak Charter Schools**

1455 Ford Street, Suite #104
Redlands, CA 92346

Regus- Gateway Chula Vista

333 H Street, Suite 5000
Chula Vista, CA 91910

Link to [Join Zoom Meeting](#)

ID: 93530253809

Passcode: 418653

Dial In: [\(US\) +1 305-224-1968](#)

Passcode: 418653

MISSION STATEMENT

Educating students through a personalized and collaborative learning approach, empowering them to lead purposeful and productive lives.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this

Steve Fraire

Signed by Steve Fraire on 9/17/2026

meeting of the Governing Board may request assistance by contacting Sage Oak Charter Schools.

Directors Present

M. Humphrey, P. Matz, S. Fraire, S. Houle, W. Hall

Directors Absent

None

Guests Present

B. Bookser, E. Horta, K. Woodgrift, M. Loomis

I. Opening Items

A. Call the Meeting to Order

W. Hall called a meeting of the board of directors of Sage Oak Charter Schools to order on Thursday Aug 13, 2026 at 10:10 AM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board President or designee

W. Hall, Board President, led the meeting in the Pledge of Allegiance.

III. Approve Agenda

A. (Action) Approval of Agenda for August 13, 2026 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the agenda as presented for the August 13, 2026, Regular Meeting of the Board of Directors.

P. Matz seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

W. Hall	Aye
S. Fraire	Absent
M. Humphrey	Absent
S. Houle	Aye
P. Matz	Aye

IV. Approve Minutes

Steve Fraire

Signed by Steve Fraire on 9/17/2026

A. (Action) Approval of Minutes for June 11, 2026 Regular Meeting of the Board of Directors

P. Matz made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-11-26.

S. Houle seconded the motion.

On August 13, 2026, no vote was taken.

S. Houle made a motion to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-11-26.

P. Matz seconded the motion.

On August 20, 2026, the Board voted to approve the minutes as part of the Consent Agenda. All Board members were present.

The board **VOTED** to approve the motion.

Roll Call

W. Hall Aye

P. Matz Aye

M. Humphrey Aye

S. Fraire Aye

S. Houle Aye

B. (Action) Approval of Minutes for June 18, 2026 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-18-26.

P. Matz seconded the motion.

On August 13, 2026, no vote was taken.

S. Houle made a motion to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-18-26.

P. Matz seconded the motion.

On August 20, 2026, the Board voted to approve the minutes as part of the Consent Agenda. All Board members were present.

The board **VOTED** to approve the motion.

Roll Call

S. Houle Aye

S. Fraire Aye

P. Matz Aye

M. Humphrey Aye

W. Hall Aye

V. Public Comment - Closed Session

A.

Steve Fraire

Signed by Steve Fraire on 9/17/2026

Public Comment

There was no request for public comment regarding Closed Session.

VI. Adjourn to Closed Session

A. The Board Will Consider and May Act on Any of the Closed Session Matters

P. Matz made a motion to W. Hall, Board President, to adjourn to Closed Session at 10:10 a.m.

S. Houle seconded the motion.

No vote was taken.

VII. Closed Session

A. Closed Session Agenda

1. Public Employee Appointment

(Gov. Code section 54957(b)(1).)

Title: *Superintendent Designee*

VIII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Regular Meeting of the Board of Directors reconvened at 10:21 a.m.

W. Hall, Board President, reported that no action was taken.

IX. Public Comment - Open Session

A. Public Comment

There was no request for public comment.

X. Oral Presentations

A. Annual Board of Directors' Self-Evaluation

The Board discussed the importance of ongoing AI conversations and training, emphasizing the intentional, purposeful use of technology. The Board would like to continue incorporating AI-related discussions and training into future Board meetings.

B. Sage Oak Charter Schools Strategic Plan 2026-27

Superintendent Woodgrift presented the 2026–27 Strategic Plan. She explained that this year emphasizes refining and deepening existing initiatives, including Math Power 10 and Math Pathways resources, college and career readiness supports, personalized

Steve Fraire

Signed by Steve Fraire on 9/17/2026

professional development, and continued improvements to technology systems and infrastructure.

XI. Consent Agenda

A. Consent Items - Business Services

1. Check Register - June 2026
2. Check Register - July 2026
3. Report of Investment Activity - May 2026
4. Report of Investment Activity - June 2026
5. Ratification of Instructure, Inc. Order Form Q-585049-2 (Renewal)
6. Ratification of Nth Generation Computing, Inc. Quote #177734
7. Ratification of T-Mobile Quote CLM #4784944 (Renewal)
8. Ratification of School Pathways Quote Forms with Sage Oak Charter Schools (Renewal)
9. Ratification of Online Purchasing System & Library Resources (OPS) Service Agreement SOCS-OPS2627 (Renewal)

B. Consent Items - Human Resources

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Approval of 2026 Revised IRS Mileage Reimbursement Rate
5. Approval of Revised Sage Oak Charter Schools Employee Handbook

C. (Action) Approval of Consent Agenda

S. Houle made a motion to W. Hall, Board President, to approve the Consent Agenda as presented.

P. Matz seconded the motion.

No vote was taken.

XII. Business Services

A. (Action) Approval of Harbottle Law Group Retainer Agreement

S. Houle made a motion to W. Hall, Board President, to approve the Harbottle Law Group Retainer Agreement as presented.

P. Matz seconded the motion.

No vote was taken.

XIII. Operations & Accountability

A. (Action) Approval of Scout Edu, Inc. Quote

Steve Fraire

Signed by Steve Fraire on 9/17/2026

P. Matz made a motion to W. Hall, Board President, to approve the Scout Edu, Inc. quote as presented.

S. Houle seconded the motion.

No vote was taken.

XIV. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on September 10, 2026.

XV. Comments

A. Board Comments

The Board praised the innovation, creativity, and enthusiasm reflected in the Strategic Plan, noting the quality and value of the resources and tools developed to support families and staff.

B. Superintendent Comments

Superintendent Woodgrift provided an update on upcoming Board member reappointments in September. She also shared details about the staff summit, thanked Chelsey Anema, Director II of Personalized Learning/Principal Director, and principals, for their work in coordinating the event, and thanked the Board for its continued support and encouragement of innovation at Sage Oak.

XVI. Closing Items

A. Adjourn Meeting

P. Matz made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors on August 13, 2026.

S. Houle seconded the motion.

No vote was taken.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:05 AM.

Respectfully Submitted,
W. Hall

Documents used during the meeting

- Annual Board of Directors' Self-Evaluation_Draft.pdf

Steve Fraire

Signed by Steve Fraire on 9/17/2026

- Annual Board of Directors' Self-Evaluation_Presentation.pdf
 - Sage Oak Charter Schools Strategic Plan 2026-27.pdf
 - Consent Items - Business Services.pdf
 - Consent Items - Human Resources.pdf
 - Harbottle Law Group Retainer Agreement.pdf
 - Scout Edu, Inc. Quote.pdf
 - Scout Edu, Inc. Presentation.pdf
-

FOR MORE INFORMATION

For more information concerning this agenda, contact
Sage Oak Charter Schools.

Steve Fraire

Signed by Steve Fraire on 9/17/2026